



ILLINOIS ENVIRONMENTAL PROTECTION AGENCY

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RENEE CIPRIANO, DIRECTOR

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June 23, 2005

Department of the Navy
EFA Midwest
c/o Bill Busko
Environmental Department
201 Decatur Avenue
Great Lakes, Illinois 60088-5600

Re: Initiation of the DSMOA Cooperative Agreement
Process for FY06-FY08

0971255048 – Lake
Great Lakes Naval Station
Superfund/Technical

Dear Mr. Busko:

This letter serves to notify the United States Navy (Navy) of the Illinois Environmental Protection Agency's (Illinois EPA's) intent to initiate the 6-step process for development of the Department of Defense State Memorandum of Agreement/Cooperative Agreement (DSMOA/CA) for the State Fiscal Year (SFY) 2007 through SFY 2008 (July 1, 2006 through June 30, 2008).

The responsibility for developing the Joint Execution Plan (JEP) is a shared one between the Illinois EPA and the Navy. The Navy will need to provide a detailed remediation schedule for SFY 2007 through SFY 2008 in addition to a less detailed description of work to be completed during SFY 2009-2012. A separate JEP will be required for any planned MMRP projects. Instructions for completing the JEP are attached.

Development of an accurate JEP is the key to a successful DSMOA/CA. The JEP, developed in Step 2, is directly used to develop cost estimates in Step 3. An accurate JEP will ensure minimization of cost overruns and/or shortfalls and allow the remedial work to continue uninterrupted.

The Illinois EPA proposes to meet with the Navy to develop the JEP, perhaps in mid to late July. A complete JEP needs to be signed by August 31, 2005. Please let me know of your availability as well as your thoughts for the best path forward for developing the JEP.

Initiation of the DSMOA/CA Process for FY06-FY08

June 23, 2005

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If you have any questions regarding this correspondence, you may contact me at 217/557-8155 or via electronic mail at Brian.Conrath@epa.state.il.us.

Sincerely,

Brian A. Conrath

Brian A. Conrath
Remedial Project Manager
Federal Facilities Unit
Federal Site Remediation Section
Bureau of Land


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INSTRUCTIONS FOR USING THE TWO-YEAR JOINT EXECUTION PLAN AND PERFORMANCE REPORT FORM

The combined Two-Year Execution Plan/Performance Report is designed to streamline the process of planning and reporting requirements in the DSMOA Cooperative Agreement process. It is also intended to standardize report data in order to make them comparable and more usable by the states and DOD components. The planning process should be a cooperative effort between the DOD installation or entity and the state, preferably during face-to-face planning meetings. This report also meets DODGAR requirements for performance reporting of grants and cooperative agreements under current DOD regulations. Reports should be submitted electronically to the appropriate points of contact and for posting on the DENIX web site.

INSTALLATION NAME: This must match the name of the installation on Attachment A of your DSMOA. Execution Plans should be completed by installation, not by operable unit.

DATE MODIFIED: For initial submission of the Execution Plan, leave the "Date Modified" block blank. If the Execution Plan is modified or changed after it has been approved, use this block to indicate the latest revision to the Execution Plan.

EXECUTION PLANS ONLY. For DOD Components- Initiate the Step 2 process by completing the Milestones, Installation Task and Estimated Submittal columns ONLY. The "Milestones" column refers to major work units, such as PA/SI, RI/FS, EE/CA, RD/RA, LTM, etc; the "Tasks" column should be used for more specific work break down. Use the "Estimated Submittal" column to indicate when a milestone or task is *expected* to be completed or submitted to the state. Year and quarter (e.g. 2nd Qtr, 2004) are sufficient. Leave the "Initial/Previous" and "Current" Status columns blank. Use the "Remarks" block on page 2 to indicate any special conditions, requirements or amplification of information contained in the Execution Plan. List the DOD Installation Manager, date, e-mail address and phone number on page 4 and on page 5 of the Out-Year Description of Work Form. Although a signature is not required, completion of the information in the "signature blocks" on page 4 and 5 indicates approval of the tasks by the Installation. If not completed during a face-to-face meeting with the state contact, send the Installation-completed Execution Plan electronically to the state. **For State Contacts-** After receiving the input for the Execution Plans from the DOD installation, indicate what state services need to be completed under the "State DSMOA Services" column (e.g. review draft plan, approve final plan). Leave the "Initial/Previous" and "Current" Status

columns blank. Use the “Remarks” block on Page 4 to indicate any special conditions, requirements or amplification of information contained in the Execution Plan. List the State Project Manager, date, e-mail address and phone number on page 4 and on page 5 of the Out-Year Description of Work Form. Although a signature is not required, completion of the information in the “signature blocks” on page 4 and 5 indicates approval of the tasks by the State Contact. If not completed during a face-to-face meeting with the DOD Installation Manager, send the completed Execution Plan electronically to the DOD Installation Manager listed on the Execution Plan. Use the “Modified Report” block to indicate amended Execution Plans.

PERFORMANCE REPORTING ONLY. Performance reports should be submitted within 30 days after the reporting period has ended to USACE Headquarters. DOD Installation Managers should submit copies of their completed Progress Reports to the State Project Manager listed on the Combined Report Form. State Project Managers should submit completed Performance Reports to their USACE Headquarters contact as well as to the DOD Installation Manager listed on the Combined Report Form. All reports should be submitted electronically. Use the following codes in the status columns to indicate performance progress:

- [O] In-Progress/Ongoing
- [X] Completed
- [D] Delayed
- [R] Reschedule (explain in Remarks Section)
- [N] Tasks will not be performed (explain in Remarks Section)

Use the “Remarks” section to amplify status codes, note brief remarks or highlight significant issues and concerns. **DO NOT INCLUDE LENGTHY NARRATIVE INFORMATION IN THE REMARKS SECTION.** Success stories should be reported separately

Remarks:

[illegible]

- 2 -

OUT-YEAR DESCRIPTION OF WORK

YE. S 3 - 6

NAME OF INSTALLATION:

Overview - A brief summary of the environmental restoration activities expected to occur at the installation during YEARS 3 -6:**Goals** - Expected environmental restoration program achievements envisioned during this period:**Public Health and the Environment** - Explain any impacts as a result of work planned during Years 3 - 6:**Summary of Cleanup Activity** - Explain the expected status of this facility by the end of this period (e.g.: completed, Long-term O & M, property transferred, etc.):

DOD Installation Manager:

Date:

State Project Manager:

Date: 10/3/03

E-Mail:

E-Mail:

Phone:

Phone: